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Contract No. S-AQMPD-07-C0054
Local Guard Services Kabul, Afghanistan

EXHIBIT P

INSPECTION OF DINING AND KITCHEN FACILITIES CHECKLIST

PART A

**FOOD SERVICE
EVALUATION INSPECTION CHECKLIST**

INSPECTION DATE: _____

INSPECTED BY: _____

OVERALL RATING ASSIGNED (UNDERLINE applicable word)

EXCELLENT	(95-100)
OUTSTANDING	(89-94)
ABOVE AVERAGE	(83-88)
BELOW AVERAGE	(77-82)
AVERAGE	(71-76)
UNSATISFACTORY	(70 and Below)

Evaluation is based on the following functional area and subsequent scoring in the category outlined in Part B of this report:

A. Functional Area	Dining Facility
Percentage Possible	100%
Percentage Received	_____

Remarks: (A concise recapitulation of the results of the evaluation/inspection to include comments on whether the food service section is accomplishing its mission and meeting its goals and objectives.)

A. Inspection Evaluation:

Provided To: _____

Provided By: _____

B. Areas to be Improved (if applicable):

C. Head, Food Service Section/Signature:

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PART B

DINING FACILITY INSPECTION CHECKLIST (ANNOUNCED OR UNANNOUNCED INSPECTION)

- | | | |
|---------------------------------------|-----------|----------|
| 1. CLEANLINESS | Yes _____ | No _____ |
| 2. SANITATION | Yes _____ | No _____ |
| 3. STAFFING, TRAINING AND SUPERVISION | Yes _____ | No _____ |
| 4. STORAGE | Yes _____ | No _____ |
| 5. FOOD PREPARATION | Yes _____ | No _____ |
| 6. FOOD SERVICE | Yes _____ | No _____ |
| 7. MAINTENANCE AND EQUIPMENT | Yes _____ | No _____ |
| 8. FOOD SAFETY | Yes _____ | No _____ |

TOTAL PERCENTAGE

_____ %

1. CLEANLINESS:

1. Is the dishwashing area clean and neat?
2. Is the storeroom clean, neat and organized?
3. Is the trash being removed?
4. Is the floor of the dining areas thoroughly cleaned between meal periods?
5. Are dining room walls, windows, ledges and doors cleaned?
6. Are any hot holding areas clean?
7. Is the fry cooking area and grill area clean and neat?
8. Is the oven area clean?
9. Is the sandwich prep area clean?
10. Is the perimeter of the area clean and free of debris?
11. Is the receiving area clean?
12. Are ALL the hand sinks in the kitchen well supplied with soap, towels, and clean?
13. Are the walk-in coolers clean, neat and organized?
14. Is the freezer clean, neat, organized and free of ice on the floor?

2. SANITATION:

1. Are chemical detergents connected to dish washing machines properly?
2. Are pots and pans being properly washed and air-dried?
3. Are trays being washed properly?
4. Are the clean trays being stored correctly after washing?
5. Are ALL cooks washing their hands periodically?
6. Are ALL cooks using disposable gloves properly?
7. Are ALL servers washing their hands periodically?
8. Are ALL servers using disposable gloves properly?
9. Are ALL cooks in clean uniforms?
10. Are ALL servers in clean uniforms?
11. Is the "clean as you go" principle being followed?
12. Are ALL utensils (including knives) being sanitized before each use?
13. Are ALL attachments for appliances sanitized before each use?
14. Are ALL towels stored in a proper sanitation container between use?
15. Is ALL equipment sanitized before use?
16. Is the ice scoop stored properly?
17. Is a hand sanitizing area(s) available or is hand sanitizing materials being provided at the entry to the dining facility?
18. Are all employees wearing hair restraints such as hats or hairnets?

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19. Are ALL food service employees clean-shaven?
20. Are cutting boards free of stains, properly washed, and sanitized?

3. STAFFING, TRAINING AND SUPERVISION:

1. Are progressive cooking techniques followed?
2. Do all food service personnel have up-to-date medical examination records and health cards on file?
3. Does the supervision in the kitchen appear sufficient enough to accomplish the task?
4. Does the supervision in the dining area appear sufficient enough to accomplish the task?
5. Are there an adequate amount of cooks on hand?
6. Is there a training schedule posted in the dining facility for non-skilled employees?
7. Are there an adequate amount of food servers on hand?
8. Does the individual cook demonstrate the ability to perform the cooking task?
9. Does the individual server demonstrate the ability to perform the serving task?
10. Are managers ensuring the hiring of properly trained and skilled professionals?

4. STORAGE:

1. Is ALL subsistence stored at least 6 inches off the floor?
2. Is ALL subsistence stored in clean and proper containers?
3. Is ALL subsistence being properly rotated (FIFO)?
4. Is subsistence stored in holding cabinets at proper temperature?
5. Is the dry storeroom clean and neat?
6. Are ALL foods used prior to the expiration date?
7. Are ALL food products under refrigeration being labeled and dated?
8. Is there NO food or containers of food, stored under refrigerator cooling elements?
9. Are ALL food items covered properly?
10. Are mops and mop buckets kept out of dining rooms except ones in actual use?
11. Are mops for bathrooms distinguishable from other mops?
12. Are eggs being stored properly?
13. Are windows in the Arabic bakery closed?
14. Are there no scoops left in storage bins?
15. Are open bags of product emptied into proper storage containers?
16. Is subsistence stored on hot lines at proper temperature?
17. Is subsistence stored on cold lines at proper temperature?
18. Are ALL cooked foods being stored at correct temperature after cooking?
19. Are employee storage lockers utilized properly and in good state of repair?
20. Is ALL un-refrigerated food dated?

5. FOOD PREPARATION:

1. Is the vegetable preparation area stocked with sanitizer?
2. Is ALL equipment cleaned and sanitized after each use?
3. Are ALL prepared foods being held for less than 4 hours?
4. Are cleaning supplies stored away from food preparation areas?
5. Is all food stored in such a way to not allow for cross contamination?
6. Are fruits / vegetables cleaned before being processed?
7. Are fruits / vegetables being processed in a timely manner?
8. Are frozen meats/poultry thawed properly?
9. Are thawed meats/poultry cooked immediately after thawing?
10. Are eggs being washed before use?

6. FOOD SERVICE:

1. Are condiments (salt, pepper, sugar, napkins, etc.) available during the meal period?

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2. Are ALL condiments in proper serving containers or single use only?
3. Are there master menus posted on a weekly basis for all meals?
4. Are foods properly arranged on the serving line?
5. Are serving lines being replenished in a timely manner?
6. Are serving lines being garnished prior to meal periods?
7. Are cold wells cleaned between meals?
8. Are servers using proper serving utensils when serving food?
9. Are dining areas properly maintained during meal periods?
10. Are serving lines properly cleaned and maintained during meal periods?
11. Is food on serving line kept covered when not being used?
12. Are serving lines set-up within 30 minutes of meal periods (not before)?
13. Are hot wells cleaned between meals?
14. Are hot and cold beverage dispensers cleaned thoroughly between meals?
15. Are dining room tables properly cleaned and sanitized after each meal?
16. Are dining room chairs cleaned when needed?
17. Are ALL dining room doors, windows and screens in proper working order?
18. Are ALL refrigerators on serving lines cleaned between meals?
19. Are all chaffing dishes cleaned after meal period?

7. MAINTENANCE AND EQUIPMENT:

1. Is the dish machine maintaining proper temperature?
2. Are temperature charts posted on all reefers and up-to-date with proper temperatures?
3. Are the can openers clean?
4. Is a maintenance log available and in use?
5. Are ALL holding cabinets in proper working order?
6. Are ALL stand-up coolers in proper working condition and calibrated?
7. Are ALL stand-up freezers in proper working condition and calibrated?
8. Are ALL ovens in proper working condition, maintained and calibrated?
9. Are ALL kettles in proper working condition, maintained and calibrated?
10. Are ALL tilt pans in proper working order, maintained and calibrated?
11. Are ALL deep fryers in proper working condition, maintained and calibrated?
12. Are ALL ventilation hoods clean?
13. Are ALL hood vents clean, in place, and maintained?
14. Are ALL hot wells on serving lines maintained and calibrated?
15. Are ALL cold wells on serving lines maintained and calibrated?
16. Are ALL appliances in proper working condition, maintained and clean?
17. Are ALL floor drains covered properly and free of debris?
18. Are ALL dumpsters clean, maintained and lids closed?
19. Are ALL grills in proper working order, maintained and calibrated?
20. Is ALL material handling equipment (i.e. carts, dollies) in serviceable condition?

8. FOOD SAFETY:

1. Is there documentation to support proper training of staff to administer first aid/choking procedures etc?
2. Is the first aid kit available and properly stocked?
3. Is the Material Safety Data Sheets (MSDS) or a relevant equivalent current and available for all chemicals?
4. Is the MSDS or a relevant equivalent placed in alphabetical order, common names are highlighted and are they in an identifiable binder?
5. Are fire extinguishers easily accessible, mounted and location marked?
6. Are stand-up refrigeration condenser and coils free of grease build-up and debris?
7. Are all power cords in good condition?

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8. Are appliances locking fasteners for attachments in working condition and used?
9. Are all slicing machines properly guarded and maintained?
10. Are walk-in coolers and freezer equipped with an inside release latch and in working condition?
11. Do the employees have access and use personal protective equipment when working with chemicals?
12. Is there a safety briefing log available and in use?
13. Is the automatic fire suppression system been serviced within the past 6 months?
14. Are ALL fire extinguishers checked monthly, documented and reported?
15. Are detergents properly marked if not in original containers?
16. Are there any signs of rodents?
17. Are there any signs of pest control services?

Employees of the Contractor shall be fully capable of performing the type of work for which they are employed.

The Contractor shall provide adequately trained relief personnel to substitute for the regular employees when they are absent in order that a high quality operation will be maintained at all times.

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